



**STATEMENT OF PROCEEDINGS FOR THE
REGULAR MEETING OF THE
SYBIL BRAND COMMISSION FOR INSTITUTIONAL
INSPECTIONS**

**KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 372
LOS ANGELES, CA 90012
<http://sbc.lacounty.gov>**

Wednesday, November 7, 2012

10:00 AM

AUDIO LINK FOR THE ENTIRE MEETING. (12-5124)

Attachments: [AUDIO](#)

Present: Eleanor R. Montaño, Vice Chairperson Frank S. Bacio,
Commissioner Barbara Bigby, Commissioner Donald S. Andrews
and Commissioner Susan Burton

Excused: Commissioner Cheryl Grills Ph.D. and Commissioner Anne S.
Hill

Call to Order. (12-5206)

**Chairperson Montaño called the meeting to order at 10:00 a.m.
Commissioner Burton joined the meeting at 10:24 a.m.**

**Chairperson Montaño led in the Pledge of Allegiance, followed by a
moment of silence.**

I. ADMINISTRATIVE MATTER

1. Approval of the October 31, 2012 Minutes. (12-5207)

**On motion of Commissioner Barbara Bigby, seconded by Commissioner
Donald S. Andrews unanimously carried, the minutes of October 31, 2012
were approved.**

**Vice Chairperson Bacio commented on item two paragraph three of the
October 31, 2012 minutes stating that the Sybil Brand Commission's duties
are different from the assignment that the Citizens' Commission on Jail
Violence (CCJV) was charged with. He therefore pointed out that the Sybil
Brand Commissioner is not an investigative Commission rather the
Commission's assignment is to perform inspections and not investigations.
He also expressed that he takes an exception to SBC being viewed as silent
as it regards to the activities of the jail.**

Commissioner Burton corrected that the word silent was probably not the best term to express the Supervisor's concern; she clarified that Supervisor Ridley Thomas was concerned and wanted to know why SBC did not find similar issues during their inspections of the jail.

As a follow up to Commissioner Burton's request to be trained on the inspection processes and the different codes associated with the inspections of jail and group homes, Chairperson Montano redistributed the SBC Bylaws to Vice Chairperson Bacio, Commissioners Andrews, Bigby and Burton urging them to refer to the Bylaws from time to time. Commissioners Grills and Hill were not present; their copies will be mailed to them.

Commissioner Burton further recommended that it may be useful to have a staff from the Department of Children and Family Services to come and train the Commissioners on the situations to watch out for, when the Commissioners conduct their inspections. Chairperson Montano responded that she is available to train the new Commissioners, however she has not been able to coordinate a date and time for training with the Commissioners Burton and Grills. Commissioner Andrews also recommended that the new Commissioners should not hesitate to ask for guidance and/or clarification from the chair or the other old members of the Commission whenever they are having difficulties understanding the terms and codes on the inspection form.

Attachments: [SUPPORTING DOCUMENT](#)

II. REPORTS

2. Chairperson's Report on various items for November 7, 2012. (12-5208)

Chairperson Montano reminded the Commissioners that a space is provided at the bottom of the inspection form where the Commissioners can indicate if they want their unsatisfactory findings during their inspections of the jail and group homes to be reported to the Board. Checking a yes will prompt Commission staff to send a report of the findings to the Board. When the yes or no space is left blank it means no action is required by the Commission staff and the report is filed accordingly.

Following further discussion, Commissioner Andrews motioned to have staff draft a memo from the Chair to the Commissioners reminding them to place a check mark on the yes or no space provided at the bottom of the inspection form to indicate if they want their unsatisfactory findings to be reported to the Board. The motion was seconded by Commissioner Bigby and unanimously carried.

On the same topic of reporting findings to the Board, Vice Chairperson Bacio advised the Commissioners and Chair Montano concurred that the Commissioners have the option to go directly to their individual Supervisor if there is a need to report a major and/or immediate concern to the Board directly.

Commissioner Bigby expressed that she was never advised that she had the option to go directly to her Supervisor. She stated that it was her understanding to report issues to the Commission and if further action was needed, Chair Montano will direct staff to report the concern to the Board. She continued that she has always complied because she wanted to ensure that she was following the appropriate chain of command in the reporting process. She therefore stressed the need for the Commissioners to be on the same accord and work collaboratively with each other in carrying out their duties.

Continuing the Chairperson's report, Chairperson Montano shared the following Newspaper Articles with the Commissioners:

Los Angeles Times:

- Promotions Manipulated, Ex-Sheriff's Official Says... (November 5, 2012)
- Ex-Official Says Points Were Altered (November 5, 2012)

Daily Breeze:

- Sheriff Wants Cameras on Deputies in Jails (November 5, 2012)

Attachments: [SUPPORTING DOCUMENT](#)

3. Treasurer's Report for November 7, 2012. (12-5209)

Vice Chairperson Frank Bacio reported that the current bank statement balance of the Commission's Charitable Fund is \$561.58.

4. Staff Report on Correspondence Received and Department Representative Reports for November 7, 2012. (12-5210)

There was no report presented.

5. Review of Group Home Compliance Monitoring Audit Reports presented on November 7, 2012. (12-5211)

In Compliance

Vice Chairperson Bacio visited Moore's Cottage - Page 28 #3, on November 4, 2012.

Commissioner Bigby visited Hathaway Sycamore Children and Family Services - Page 20 #3, on November 6, 2012.

Unavailable:

Commissioner Bigby visited Hathaway Sycamore Children and Family Services - Page 20 #3, on November 1, 2012 and reported that staff was in training and unable to conduct an inspection, she will return at a later date.

6. Commissioners Reports on Group Home and/or Detention Facilities Inspections from November 1, 2012 to November 6, 2012. (12-5212)

During the reporting period the following Group Home/Facilities was reported as being in satisfactory condition:

Commissioners Burton and Grills visited Men's Central Jail (MCJ) on November 6, 2012 to observe the voting process for the inmates. She reported that 1,269 inmates were registered to vote and all of them were able to vote. Although 200 of the registered inmates were released, they were educated on the voting process after their release. Commissioner Burton further stated that she and Commissioner Grills were escorted by Sergeant Roel Garcia, EBI/Community Transition Unit, who informed them that every jail in the Los Angeles County had the same voting system. Commissioner Burton commended Sergeant Roel D. Garcia, Sheriff, on a job well done in reassuring them that every inmate was granted the opportunity to vote. She also expressed appreciation for Sergeant Garcia's welcoming demeanor and attentiveness to the Commissioners' needs, as well as, the comfort they felt while interacting with the inmates. Commissioner Burton also stated that the inmates were very enthusiastic and excited about having the opportunity to vote. She concluded that the overall experience during the visit was satisfactory and she left the jail facilities feeling motivated and hopeful.

On motion of Commissioner Burton, seconded by Commissioner

Andrews, unanimously carried, the Commission will send a Letter of Commendation to Sergeant Roel Garcia for the excellent performance in coordinating the voting processes for the MCJ. Copies of the Letter will be sent to each Supervisor and Sheriff Baca.

Chairperson Montano and Commissioner Andrews visited Los Padrinos Juvenile Court. Both Commissioners commended Mr. Bill Bermudez, the teacher in room 15 for the excellent program that he has in place which offers the children the opportunity to learn how technical and/or electronic items work.

On motion of Commissioner Bigby, seconded by Commissioner Andrews, and unanimously carried, the Commission will present Mr. Bill Bermudez with a certificate of commendation to recognize him for demonstrating excellent performance in teaching the junior high classroom at Los Padrinos Juvenile Court.

III. MISCELLANEOUS

Matters Not Posted

7. Matters not on the posted agenda, to be discussed and (if requested) referred to staff or placed on the agenda for action at a future meeting, or matters requiring immediate action because of an emergency situation or where the need to take action came to the attention of the Committee subsequent to the posting of the agenda. (12-5213)

There were no matters presented for a future agenda.

Public Comment

8. Opportunity for members of the public to address the Commission on items of interest that are within the jurisdiction of the Commission. (12-5214)

There were no members of the public present to address the Commission.

Adjournment

9. Adjournment for the meeting of November 7, 2012. (12-5215)

There being no further business, the meeting of November 7, 2012 was adjourned at 11:38 a.m.